

Meeting Date: October 28, 2015 - 9:30pm

Location:

City Hall, Room 370
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

JUS.T.I.S. Governance Council

Minutes

October 28, 2015 from 9:30-11:00 A.M.

City Hall, Room 370, 1 Dr. Carlton B. Goodlett Place

San Francisco, CA 94102

1. Call to Order

The meeting was called to order at 9:31 a.m.

Present: District Attorney's Office; Police Department; City Administrator's Office; Adult Probation Department; Public Defender's Office; Superior Court; Department of Technology; Mayor's Office

Absent: Department of Emergency Management; Juvenile Probation Department; Department on the Status of Women

2. Adoption of Agenda - Action Item

The agenda for the October 28, 2015 meeting was adopted.

3. Adoption of Meeting Minutes - Action Item

The minutes for the September 24, 2015 meeting were adopted.

4. Executive Sponsor Update: City Administrator's Office - Discussion

The November and December meeting will be held on December 3rd 2015. The JUSTIS Council will need a new Co-Chair after the December 3rd 2015 meeting. The JUSTIS team is working on a priority list for the

CMS transactions that need to be replaced. The first round of JUSTIS Hub applications are expected to be released to departments for testing by next week. The Court's Criminal Case management system deployment has been delayed.

5. Technical Steering Committee Update - Discussion

The JUSTIS team is starting to work on specifications for an interface that will transmit Court data from the JUSTIS Hub to CMS. It will take Owens Information Systems about four months to develop the interface. Testing of the Turk Street cutover for department test systems is expected to occur on December 7th. Testing of the cutover for the production systems is expected to occur on December 9th.

6. Case Management System Updates – Discussion

Department on the Status of Women

Not present.

Juvenile Probation

Not present.

District Attorney

The District Attorney's Office has suspended work on the DAMION upgrade to connect to the hub. The DA's Office presented information about a project they are working on to create a digital calendar of court cases for the office's internal use. As part of this project they would like to increase the frequency of the data transfer from CMS to DAMION. The Court explained that calendars are submitted into CMS three times a day in a manual process, and more research is needed to determine such a transfers should occur. The City Administrator's Office asked the District Attorney's Office to prioritize the projects they have requested from the JUSTIS team.

Public Defender

The Public Defender has created email notifications for when they have problems with their scripts.

Police Department

Bill Romei is back under contract with the Police Department though June 30th to provide support to iCAD.

Sheriff's Department

Not present.

Adult Probation

The Adult Probation Department is using the Supervised Release File. They receive about 500 arrest notifications per week and about 60% of these are for San Francisco arrests. They want the JUSTIS team to look at discrepancies between the booking notification system and the data the department receives though CLETS. They are planning to deploy the Smart Justice mobile application to all field officers and are starting the procurement process the California Department of Justice.

Superior Court

The Court's new Criminal Case Management System deployment will be delayed until late summer. The Court is working to clarify a specific date. The Court is leveraging work that their vendor, Thomson Reuters, is doing for Sacramento Superior Court on reporting for the Judicial Council, but that work has been delayed.

7. New Business

Request to add an action item on the DA calendar to the next meeting agenda.

8. Adjournment

The meeting was adjourned at 11:34 a.m.